

Hopkinton Town Library

Trustees Meeting
September 17, 2024—**DRAFT minutes**

Attendees: Rose Jansen (Library Director), Amy Stone (Chair), Sarah Chiappetta (Secretary), Sara Wheatley (Treasurer)

Meeting was held in person at the library. Amy opened the meeting at 6:41 pm

SECRETARY'S REPORT

The minutes of the June meeting were reviewed. Everything looked good.

Motion to accept: Sara / Second: Amy / Vote: Unanimous.

TREASURER'S REPORT

Accounts are looking normal.

Motion to accept treasurer's report: Amy / Second: Sarah / Vote: Unanimous

The CD is maturing at the end of the month. The bank will renew, but Rose presented us with other options - we could renew with the same terms or invest for longer. The trustees decided to roll over to another 6 month CD

A unanimous decision was made to renew the CD for 6 months.

DIRECTOR'S REPORT

July saw a 24% increase in library visits. Sara helped increase the programs for adults over the summer. The Smokey the Bear birthday party was well attended, but the library had a huge amount of cupcakes left over. Sara will have two book club meet-ups going forward, one at 1 pm and one at 4:30pm. Jenny will start up a Tummy Time story time, geared towards children who haven't started to walk yet (around 12 months and under.)

Rose is still waiting to hear back on quotes for generators. We would need a bigger propane tank, and it would cost quite a bit to fill it the first time. Rose spoke to Neal, and there is talk that the town might be starting up a Propane contract, which would bring the cost of propane down.

The library had a voter drive, and unfortunately no one really showed up. Harold Martin will be doing their artist in Residence program at the end of September.

See director's report attached.

Budget: The Trustees reviewed the 2025 budget and CIP requests with Rose.

The Trustees discussed adding on a member to the trustees. Jim has officially resigned, so we need to add on another member. The trustees will start asking people if they'd like to join the trustee group.

Holidays: The library will be open the day after Thanksgiving. The Trustees agreed that the library should be closed on Christmas Eve and the library should close at 2 pm on New Year's Eve.

The presentation to the select board will be 11/4.

Amy adjourned the meeting at 6:49 pm. Respectfully submitted, Sarah Chiappetta, Meeting Secretary

NEXT MEETING: 5:30 pm on 10/15/24